

## **AGENDA**

### **COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION**

**April 20, 2004**

**Aldermen Smith, Guinta,  
Osborne, Shea, Thibault**

**5:00 PM**

**Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Chairman Smith calls the meeting to order.
2. The Clerk calls the roll.
3. Communication from Kevin Buckley, Internal Audit Manager, submitting an audit status update and other business.  
**Gentlemen, what is your pleasure?**
4. Communication from Guy Beloin, Financial Analyst II, submitting the City's Quarterly Financial Statements for the nine months ended March 31, 2004 for FY2004.  
**Gentlemen, what is your pleasure?**
5. Communication from Sharon Wickens, Financial Analyst II, submitting reports as follows:
  - a) department legend;
  - b) open invoice report over 90 days by fund;
  - c) open invoice report all invoices for interdepartmental billings only;
  - d) open invoice report all invoices due from the School Dept. only;
  - e) listing of invoices submitted to City Solicitor for legal determination; and
  - f) accounts receivable summary.**Gentlemen, what is your pleasure?**
6. Communication from Sharon Wickens, Financial Analyst II, submitting 3<sup>rd</sup> quarter FY2004 write off list for the Accounts Receivable module.  
**Gentlemen, what is your pleasure?**
7. If there is no further business, a motion is in order to adjourn.